



Planning and Development - Building Inspection Division

JaxEPICS Contractor Registration Form

For New Profile or Adding License Holder to an Existing Company

Required Documents: Email All Documents and this Form to BIDDdocuments@coj.net

1. A copy of a valid certificate issued by the Florida Department of Professional Regulation, Construction Industry Licensing Board.
2. A copy of personal picture identification, i.e., driver's license.
3. A proof of compliance with the Florida Worker's Compensation law (Chapter 400, Florida Statutes) in the form of:
 - a. A certificate of Worker's Compensation insurance issued to the City of Jacksonville as certificate holder, or
 - b. A "Certificate of Election to be Exempt" from Florida workers compensation law (Form DWC-252)

Contractor Information – Please Print

License Holder: _____

Type of Contractor _____

License Number _____ Expiration Date _____

Company Name (as appears on Sunbiz) _____

Mailing Address _____

Business Address _____

Phone Number Office _____ Mobile _____

Email Address _____

I attest this information is true and accurate to the best of my knowledge.

License Holder Signature

License Holder, Print Name

NOTARY AS TO LICENSE HOLDER

Before me this _____ day of _____, 20 _____,

Personally appeared _____

Who executed the foregoing instrument, and acknowledged before me the same was executed for the purposes therein expressed.

Type of ID produced: _____

Notary (Signature): _____

Printed Name: _____

My Commission Expires: _____